



USAF CHAPLAIN SERVICE

**LEADING  
EDGE**

# TEAM BUILDING

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Ch, MajGen Lorraine K Potter  
Chief, USAF Chaplain Service

## Message from The Chief of Chaplains

Ch, MajGen Lorraine K Potter  
Chief, USAF Chaplain Service

Greetings! As summer rapidly draws to a close, home-base sustainment, deployments, and PCS transitions challenge our Chaplain Service team. With the coming of fall, new teams are forming in the midst of these challenges. Applying Doing Global Ministry, Conflict Management, and Readiness skills learned over the past year will foster healthy teamwork and focus a shared vision.

This month's Leading Edge will assist your team in creating a shared vision by reviewing the Chaplain Service Strategic Plan, Global Ministry – Vision 2020 pamphlet, Communication Plan and the Performance Plan. Let me encourage you to plan a day for team building using this Leading Edge and training you've received during the past year. The result will be an effective team transformation that will bless your immediate Chaplain Service staff and the Air Force community you serve.

Thank you for your ministry and service to God's people. I look forward to seeing and hearing of the fruits of your team's service throughout the Air Force as you live as a "Visible Reminder of The Holy."



# PERSONNEL UPDATES

MAJOR SELECTEES

[click here](#)

MASTER SERGEANT SELECTEES

[click here](#)

TECH SERGEANT SELECTEES

[click here](#)



# PERSONNEL UPDATES

## MAJOR SELECTEES



ARROYO, NELSON  
BEALE, KENNETH R  
BOYD, DONNETTE A  
BURRELL, BILL  
CLOSE, HENRY E III  
CRUMPTON, MARK A  
DANIEL, MICHAEL L  
GASTER, SHANE C  
HAWKINS, GLENN A  
JENKINS, KENNETH M  
JONES, GASTON L JR  
MANSBERGER, DAVID L  
NEYLAND, SHON  
RASH, MICHAEL S  
ROBINSON, WARREN K  
RUMMAGE, SCOTT L  
SUTTER, PAUL D





# PERSONNEL UPDATES

## MASTER SERGEANT SELECTEES

 [go back](#)

CASTRO, EMMANUEL A

DEHATE, CAROLYN H

ERVIN, MARK C

LEE, DARREN T W M


REID, ANTHONY D

ROZIER, TERESA Y



# PERSONNEL UPDATES

## TECH SERGEANT SELECTEES

 go back

BENNETT, MICHAEL D

BRITTAIN, JEREMY G

HALL, JOSEPH B III

HOWARD, MAHALATHA M

KNIGHT, JASON D

KOVACS, ROBERT A

MARTIN, ERIC

MOUTINHO, DEBORAH M

SIMON, MARC W

STOBIERSKI, EDWARD

WESTFELT, DAVID E





# CHAPLAIN ASSISTANT CORNER

submitted by

CMSgt James Patten, HQ AMC/HCE

"In my travels throughout PACAF, USAFE and now AMC, I've seen the stresses associated with the pressures of changing workloads and continuously escalating TDY commitments."

Read Article



Editor's Comments: The Chaplain Service recognizes those of us who serve in the chapel environment actively seek to foster spirituality in ourselves and on our installations. However, we often over-look the key components CMSgt Patten brings to our attention in this article. As you read this piece keep in mind Chief Patten helps us focus on additional elements of the fitness model that will keep us on the leading edge of Doing Global Ministry.





## CHAPLAIN ASSISTANT CORNER

Several years back, we were face-to-face with a drastic force reduction with the advent of downsizing and the 15-year retirement. How many times did we hear those infamous words, “we’ll just have to do less with less?” At that time we thought it would be a long day coming before the Air Force ever got close to doing less and, as I see it, that day has never arrived. With today’s ever-increasing ops tempo, we still feel the effects of that era. In my travels throughout PACAF, USAFE and now AMC, I’ve seen the stresses associated with the pressures of changing workloads and continuously escalating TDY commitments. How do we cope with these challenges? It’s not something drilled into us at basic training or even in tech school; however, it is something each of us must come to grips with in order to survive in today’s

fast-paced Air Force environment.

Many publications discuss taking care of oneself in a demanding environment and they all seem to address the same general ideas. I’ve found them best described by psychologists Herbert Freudenberger and Christina Maslach in *Church Staff Support: Cultivating and Maintaining Staff Relationships* (Augsburg Publishing House). They cite eight areas:

**Listen to yourself and others.** Listen to your body. Watch for signs of continued exhaustion or a bored, apathetic attitude toward your responsibilities. Listen to what others say to you. They may ask why you’re snappish, why you haven’t been sociable, or why you haven’t been taking time for recreation or physical fitness. Don’t brush off these signs.

**Talk it over with co-workers.** When feeling the stresses of the job, don’t bottle your emotions inside. Take time to sit down with your supervisor and discuss it. This may lead to changes that would benefit both you and the others in the office. Don’t be

afraid to let your colleagues know how you feel. It will open an avenue for their support of you, and extend an invitation for them to open up about situations that stress them.

**Shift your work and take time out.**

Working long hours are one thing, but spending them doing monotonous work while under stress can lead to burnout. Shift your work so you do different, less stressful tasks at various times throughout the day. Take time out periodically to relax or maybe even close the door or find a quiet place for a short period of undisturbed personal time.

**Get a better grasp on your time.** This is more formally known as time management. It doesn’t work for everyone, but at least give it a try. Each morning, list your tasks for the day and assign a priority A, B or C to them. The “A” would be most urgent, the “B” is of medium importance and the “C” could be set aside for now (and maybe even go away if you wait long enough). This should help allow for a better flow of your time through the day.



*continued..*

**Look after your physical health.**

Physical exercise can do wonders for relieving stress. The soon-to-be-released AFI 52-104 will address this with a mandate for everyone to perform at least one hour of daily physical fitness training. Set aside a specific time each day for exercise. It doesn't have to be a vigorous workout, but can be something as simple as walking or riding a bike. Exercise may seem like a burden at first, but eventually you'll begin to look forward to it and will feel deprived if you miss a day.

**Separate job stress from home/off-duty life.** Don't carry the office problems home at the end of the duty day. Consider a decompression time each day between the time you get off work and arrive home. Center your thoughts on off-duty activities, whether it's family time, bowling or watching a favorite TV program. Again, each person is different...they may relax better with others or prefer to be alone.

Use whichever situation best suits you.

**Replenish yourself.** Find ways to rejuvenate yourself through hobbies, sports, outings with friends or family, and other leisure-time pursuits.

And please never forget to rest, relax and recreate. If you are feeling the affects of a stressful job, relaxation could be just what the doctor ordered. Plan getaways out of the area...take leave if you need to. Socialize and enjoy time with others without discussing job-related issues.

These are just a few things we can do for ourselves. They in no way negate the need for managers and supervisors to do their part in keeping the chapel staff healthy and functioning as a effective team. Every manager should strive for the best possible working atmosphere through communication, team building, training, recognition programs, time off, and equal disbursement of daily duties. Without each person being a strong, productive member of the chapel team, we'll never be able to meet the challenge.



# TOOLS

## Mission Statements - *click below*

A Burning Sense of Mission

Fine-tuning Your Mission

It's Time to Redraft Your Mission Statement

Managing Better With a Mission Statement

## Vision Statements - *click below*

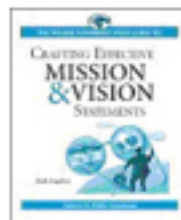
Anatomy of a Vision Statement

Building Your Company's Vision

Improving Your Organization's Vision

USAF Chaplain Service Web Site ▶

## BOOKS



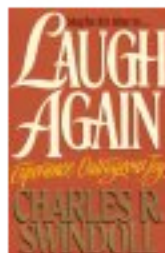
The Wilder Nonprofit Field Guide to Crafting Effective Mission and Vision Statements  
by Emil Angelica.

More information can be found at Amazon.com



# CSI

## RESOURCE SHELF



### Laugh Again

by Charles R. Swindoll

Experience outrageous joy...a study of Philippians  
(866 available copies)



### Becoming a People of Grace

by Charles R. Swindoll

An Exposition of Ephesians  
(868 available copies)

The FREE resources above are available through the Resource Division at the Chaplain Service Institute. To place an order, send an e-mail by [clicking here](#). An official military address is required prior to shipping these resources.





## HOLY DAYS & HOLIDAYS

### 01 September

#### Labor Day

Labor Day, the first Monday in September, is a creation of the labor movement and is dedicated to the social and economic achievements of American workers. It constitutes a yearly national tribute to the contributions workers have made to the strength, prosperity, and well being of our country.

### 27- 28 September

#### Rosh Hashanah

New Year's Day year 5763, and the anniversary of the creation of the world – begins at sundown the previous day. The first of the Ten Day of Awe (or Repentance). Reform Jews celebrate it for one day, and other Jews for two days.

### 5 October

#### Yom Kippur

Day of Atonement, sundown, Sunday 5 October through sunset, Monday 6 October.



# scriptures

## **Tanakh:**

"And God blessed them; and God said unto them: 'Be fruitful, and multiply, and replenish the earth, and subdue it; and have dominion over the fish of the sea, and over the fowl of the air, and over every living thing that creepeth upon the earth"

Genesis 1:28

## **New Testament:**

"Praise be to God and Father of our Lord Jesus Christ! In his great mercy he has given us new birth into a living hope..."

1 Peter 1:3

## **Qur'an:**

"Who has made the earth your couch, and the heavens your canopy; and sent down rain from the heavens; and brought forth therewith Fruits for your sustenance; then set not up rivals unto Allah when ye know (the truth)."

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# ministry photos

Air Force, Army and Navy chaplains and  
chaplain assistants at Dover AFB.



# TRIVIA

## CHAPEL TRIVIA

1. Who was the Welfare Specialist (CMP) involved in organizing the first USAF School to train enlisted personnel assisting in chapel programs?
2. Who was the first chaplain to fly faster than the speed of sound?

Answers will be published in the next issue of the Leading Edge.





A formation of six fighter jets, likely F-16s, flying in a V-formation against a clear blue sky. The jets are white with dark markings and red accents. They are leaving white smoke trails behind them.

# THANK YOU

FOR VIEWING THE LATEST EDITION  
OF THE LEADING EDGE.

WE HOPE YOU LIKE OUR NEW DIRECTION  
AS WE STRIVE TO BRING YOU THE LATEST  
INFORMATION REGARDING CHAPLAIN  
SERVICE RESOURCES.

